

**HOUSING AUTHORITY OF THE TOWN OF WETHERSFIELD**  
**MINUTES – REGULAR MEETING**  
**May 9, 2016**

The Regular Meeting of the Board of Commissioners of the Housing Authority of the Town of Wethersfield was called to order at 6:30 p.m.

Commissioners Present:	George Kelly Michael Wrona Stephen Kirsche
Commissioners Absent:	Levi Ofori Samuel Spratlin
Others Present:	Cathy K. Forcier, Executive Director Evelyn Caraballo, Devlin resident Gwendolyn Bawl, Westfield Height's resident

Approval of Minutes:

Commissioner Kirsche moved to approve the minutes of April 11, 2016; seconded by Commissioner Wrona. All Commissioners voted in favor. So moved.

Commissioner Wrona moved to amend the agenda to consider a Workplace Violence policy; seconded by Commissioner Kirsche. All Commissioners voted in favor. So moved.

Communications:

Bradley, Foster & Sargent – April 30, 2016

Executive Director's Report:

The Executive Director presented the following reports to the Commission: Maintenance, Finance, Tenant Selection and a Personal Report.

Commissioner Kirsche moved to approve the bills list for May; seconded by Commissioner Wrona. All Commissioners voted in favor. So moved.

Unfinished Business:

Updates.

2015 CHAMP 6: Westfield Heights. Progress on the renovation project as of 5/5/2016: 73 of 73 buildings have siding and windows installed. All 132 units have furnaces, 132 units have bath fans, 97 units have had the kitchens abated and new flooring, cabinets, counters, sinks, faucets and exhaust fans installed. 97 units have had bath floors abated and new flooring, tubs, surrounds, toilets, sinks and faucets installed. 131 of 132 units

have new hot water heaters. 132 units have new smoke detectors. All attics and walls and 68 basements have new insulation. 55 units have had basement windows replaced. 73 porches have been completed. 59 units have entry doors installed and 34 have storm doors. Stoop repairs have not begun. Paving has not begun. We are trying to add back into the scope the replacement of interior doors.

The first payment (out of 4 payment requisitions in their possession as of 4/6/16) was received from DOH on April 19, 2016. Three others were received by the end of April bringing payments to the GC current. The May payment requisition is being processed.

The first progress payment of \$327,963.60 was received from UI toward the energy rebates. Eversource is processing the incentive on the furnace fans.

CDBG Application. James Devlin Rehabilitation Project. Bids were opened on 5/3/16. Out of 20 firms at the walk through only 2 submitted bids. BRD Builders is the low bidder. The town's consultant is trying to gain authorization from DOH to move forward even though 3 bids were not received.

Solar Heat. They are finalizing the wiring of the solar panels on the administration building presently. The power to the administration building was shut down all day on 5/6/16. Once complete Eversource should be able to come out to authorize energizing the system.

PILOT for MR. No update

#### New Business:

GASB 68 Requirements and MERS. Housing Authorities are now required to meet GASB 68 requirements. This includes recording on its financial books the financial obligation for retirement programs. Since MERS is not fully funded presently, the amount not funded must show on the housing authority books. MERS has only provided data as of June 30, 2014. Since the WHA has a FY ending 12/31, this year's audit requires the June 30, 2015 data. MERS has not been responsive to us or our auditor nor to numerous other auditors. They thought they only needed to provide data every two years. They now understand the requirement but it is unknown as to whether they will provide it and do so in a timely manner. If the data is not available the WHA's audit will include a qualified opinion, which could affect future funding applications negatively. The WHA audit deadline is June 30, 2016. We can request two 30-day extensions but that only brings us to the end of August. This would likely not cause a problem requesting state funding but it would be a problem if using commercial lenders.

Legislative Action. There are four bills of interest. It appears the bill allowing housing authorities to collect and keep for the length of tenancy a security deposit on elderly/disabled tenants may pass. This would start in October. Housing authorities would have to allow payments for up to 12 months for those needing it. The second bill lays out the responsibilities of landlords and tenants with regards to treating bedbugs. The third establishes a task force to study hoarding. The fourth orders a study of state-funded housing in three towns regarding the elderly/disabled population. Originally the study included Hartford, New Haven and Enfield. Since Hartford and New Haven have no state elderly housing the housing committee co-chair Rep. Larry Butler changed the towns to include Wethersfield, Wallingford and New Britain. New Britain has no state elderly housing. Wethersfield and Wallingford, both suburban communities with portfolios of similar size will not be representative of all state housing portfolio properties, urban and rural, large and small. CONN-NAHRO's lobbyist was assured on 5/4/16 from the Senate minority leader that this bill won't move forward.

FOI Request by Kellianne Jones, investigative reporter for WTNH. This request made to 34 housing authorities is on the same topic, elderly and disabled in state elderly housing. The request is cumbersome and, after speaking with Kellianne, won't provide her what was intended. However, the WHA will respond despite its limited available staff and resources.

Audit 2015. Auditors were at the housing authority on 5/4 and 5/5/16 conducting the annual audit. We await the report. We may need to request extensions due to the GASB 68 issue.

Workplace Violence Policy. It was decided to table until the next meeting this discussion.

Public Comment:

Gwendolyn Bawl noted that she liked the kitchen cabinets except because the shelves are not adjustable they don't fit certain larger items.

Commissioners' Comment:

None

Adjournment:

Commissioner Wrona moved to adjourn the meeting; seconded by Commissioner Kirsche. All Commissioners present voted in favor; so moved. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Cathy K. Forcier  
Secretary/Executive Director

